

Washington Township Municipal Authority
Business Meeting, Workshop and Executive Session Minutes
June 10, 2008

The meeting was opened at 7:30 PM by Chairman Geesaman. Also present were F. Eisenhart, S. McCleaf, L. Frantz, E. Gladhill, S. McFarland, S. Eck, S. Trinh and C. Angle of CET Engineering Inc.

Business from the Floor

There was no business from the floor.

Agenda

The agenda was accepted as presented on a S. McCleaf, L. Frantz motion.

Minutes of June 3, 2008

The minutes of June 3, 2008 were accepted as presented on a S. McCleaf, L. Frantz motion.

Engineers Report

C. Angle of CET Engineering Inc. presented the May 2008 Engineers Report.

A copy of the May 2008 Engineers Report is attached to and hereby made a part of these minutes. The Engineers Report was approved as presented on a S. McCleaf, F. Eisenhart motion.

The Report summarizes the following items:

Water

- WaterCAD Training and Support
- Hess Well and Brookdale Booster Pumping Station VFD and Controls

C. Angle reported that CET will present a design as well as bid documents to the Board at their July 8, 2008 meeting.

Sewer

- Special Act 537 Plan
- Pennsylvania Avenue/ Pennersville Road Project
- Sewer System Capacity Analysis

Open Bid Proposals for New Administration Building

Chairman Geesaman opened the sealed proposals for the new administration building.

The sealed bids were from:

Building Systems, Inc. at a price of \$1,497,000.00

McCorkel Construction Services, Inc. at a price of \$1,281,475.00

GRC General Contractor, Inc. at a price of \$1,600,000.00

Brechbill and Helman Construction Company, Inc. at a price of \$1,433,925.00

The Board will review the proposals and discuss them at their next business meeting.

Requisitions and Certificates

The following requisition was accepted as presented on a S. McCleaf, E. Gladhill motion.

(Sewer) Requisition No. 384- Payment of \$9,372.00 to AR&E for the Monterey Pump Station.

PLGIT Debit Card Policy

The Board reviewed a draft of the debit card policy. On a F. Eisenhart, E. Gladhill motion the PLGIT debit card policy was accepted as presented with amendments to page 10.

Subdivisions

Farm Spring Estates Ph II- Mailed a letter to R. Martin pertaining to the Construction Bond that expires in June, 2008.

Thornhill- Mailed a letter to McCarthy Engineering with CET Engineering Inc. comments.

Riser Ring Purchase Request

The Manager presented a purchase request with three quotes for 35 riser rings. On a S. McCleaf, L. Frantz motion the Board authorized a purchase from Parson Environmental Products at a cost of \$156.00 per riser.

Miscellaneous

Washington Township Boulevard Waterline- The Manager discussed a letter received from L. Royer as to the status of the waterline.

Personnel Workweek- The Manager discussed a request made by an employee to work four 10 hour days due to the cost of gas. The Board declined the request, citing the union contract requirement that all employees must work five 8 hour days a week.

Happels' Letter of Request- The Manager presented a letter WTMA received from the Happels. The Happels' have decided to not remove the kitchen sink from the upstairs kitchen of their home. The Board had required the sink be removed to reduce their EDU's from two EDU's to one EDU. The Board stated the EDU's will not be reduced until the kitchen sink is removed and inspected by the WTMA. The Manager will mail a letter to the Happels with the Boards decision.

Markowski/Sites Project- The Board discussed the final billing that is pending from the Washington Township Supervisors. The agreement had been that the WTMA would buy the needed materials. The Board reiterated that the WTMA will only pay the \$5,000 for the installation of this project that was quoted by the Washington Township Supervisors. The remaining invoices must be the responsibility of the Washington Township Supervisors.

Washington Township Boulevard Group LLC. - S. Trinh discussed a form for reserving capacity for water and sewer for the Boulevard Group. The Manager will determine if the old form is suitable or develop a new one.

Washington Township Boulevard Group LLC Amendment- S. Trinh stated she has not yet received letters of representation from B. Saltzman, verifying that he is the solicitor for the Boulevard Group.

B2M2- S. Trinh reported she has not yet received the signed agreement between B2M2 and WTMA. No agreement exists until both parties have signed it. She will contact the attorney for B2M2 to determine if additional language changes are being requested.

Barber Dispute- S. Trinh reported the homeowner's insurance company denied the claim to pay for damages in their home. The claim has been assigned to a new representative for the WTMA's insurance company, who is reviewing it.

Adjourn to Workshop

The Board adjourned to workshop at 9:10 PM on a S. McCleaf, F. Eisenhart motion.

Complaint Report

The Board reviewed the Complaint Report.

Reconvene to Regular Meeting

The Board reconvened to regular meeting at 9:30 PM.

Adjourn to Executive Session

The Board adjourned to Executive Session at 9:31 PM to discuss personnel issues on a S. McCleaf, L. Frantz motion.

Reconvene to Regular Meeting

The Board reconvened to regular meeting at 9:54 PM.

Adjourn

The Board adjourned at 9:55 PM on a S. McCleaf, F. Eisenhart motion.

These minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 17th day of June, 2008.

Lori Frantz
Secretary/ Treasurer

